

IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 4/2/2021

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BOARD MEMBERS PRESENT: Joshua R Thompson - Chair
Mary E Leonard
Omotayo Omotowa
Amanda Scott
Michael Crowley

DIVISION STAFF: Dawn Hall, Section Chief
Julie Eavenson, Licensing Group Manager
Nicholas Krema, General Counsel
Cesley Metcalfe, Team Lead
Allegra Earl, Board Specialist

The meeting was called to order at 9:00 AM MDT by Joshua R Thompson.

INTRODUCTIONS

All of the Board members introduced themselves. The Division staff present did the same. Ms. Eavenson talked about the team concept and introduced the team that was assigned to assist the Board. She said that Ms. Earl would send out a list with the contact information for those on the team. Ms. Hall stated that Mr. Krema, Ms. Eavenson, and herself would also be on the list as contacts for the Board.

LAWS AND RULES

Ms. Hall presented a legislative update.

DIVISION UPDATE

Ms. Hall discussed the move of the Division and the temporary housing in building number six at the HP Chinden Campus. She said that the Division will move to building number four early next year. Ms. Hall said that in-person meetings will probably not occur until after the move. Meetings will continue to be held over WebEx.

BOARD BUSINESS

CONFERENCE UPDATED AND ATTENDANCE

The Board reviewed correspondence from the National Association of Long-Term Care Administrator Boards (NAB) regarding the virtual meeting to be held on June 9-11, 2021. The Board took no action.

APPLICATION REVIEW PROCESS

Ms. Earl explained that in an effort to be mindful of the Board members time and the Board's budget, meetings will not be scheduled unless there is business that the whole Board needs to review. She stated that a couple of the reasons for a Board meeting to be scheduled would be to review discipline cases or if there is an application that the Board designee does not feel comfortable approving without Board review.

Ms. Earl discussed a change to the application.

Ms. Scott made a motion to remove the reference forms from the Board's applications. It was seconded by Ms. Leonard. Motion carried.

EXECUTIVE SESSION

Ms. Leonard made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Scott. The vote was: Mr. Thompson, aye; Ms. Leonard, aye; Ms. Omotowa, aye; Ms. Scott, aye; and Mr. Crowley, aye. Motion carried.

Ms. Leonard made a motion to come out of executive session. It was seconded by Ms. Scott. Motion carried.

APPLICATIONS

Ms. Scott made a motion to approve the following for examination:

901181703

It was seconded by Mr. Crowley. Motion carried.

ADJOURNMENT

Ms. Leonard made a motion to adjourn the meeting at 9:55 AM MDT. It was seconded by Mr. Crowley. Motion carried.